

December 12, 2005

MUNI # 68026
SANDRA BERNARD, CLERK
TOWN OF LITTLE WOLF
PO BOX 8
MANAWA WI 54949

Dear Municipal Official:

We have reviewed your ordinance for the municipal adoption of the Uniform Dwelling Code (UDC) and found it acceptable. However, the third sentence of section 1.6 appears to have a typographical error in it. There may be some words transposed from the previous sentence? In the same section, you require a permit to be issued by the inspector and the zoning administrator. This is acceptable provided the permit is not issued until the certified building inspector has reviewed and approved the dwelling plans and the permit application.

It is our understanding that you will begin enforcement on January 9, 2006 using Paul Hanlon as your certified inspector. [Note that we have adjusted your intended enforcement date ahead to provide at least 30 days notice to us as required by s. Comm 20.04(1) (b).] All inspections must be performed by properly certified inspectors. We recommend that you provide a copy of your ordinance and this letter to your authorized inspector.

Enclosed is an order form for purchasing forms and UDC seals, one of which must be assigned to each new dwelling. (Please note your municipality number above when completing the order form.) The yellow copy of the building permit application, on which the seal number is indicated, must be forwarded to us within 30 days of issuance.

By copy of this letter, we are informing our state-contracted inspection agency [Tel. (800) 422-5220] that has been enforcing the UDC in your municipality that their services will no longer be required after the date listed above. However, unless you and the agency otherwise reach agreement, they will be responsible for completing the inspections of any dwelling for up to two years after when they issued it a permit.

By copy of this letter, we are also informing your county so that they may forward this information to their land use, zoning and sanitary permit staff, who may refer potential UDC building permit applicants to the proper party.

Feel free to contact me if you have any questions.

Sincerely,

Duane Hubeler
UDC Consultant
Tel. (608)266-1390

cc:

MARY A. ROBBINS
WAUPACA COUNTY
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WAUPACA WI 54981

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